DOCUMENT RESUME

ED 266 565 EC 181 729

TITLE	McKnight Developmental Disabilities Program: Summary, January, 1982-June 1983.
INSTITUTION	Minnesota State Planning Agency, St. Paul.
PUB DATE	83
NOTE	19p.; Document printed on dark colored paper.
AVAILABLE FROM	Developmental Disabilities Program, State Planning Agency, 201 Capitol Square Building, 550 Cedar St., St. Paul, MN 55101 (free).
PUB TYPE	Reports - Descriptive (141)
EDRS PRICE	MF01 Plus Postage. PC Not Available from EDRS.
DESCRIPTORS	*Accessibility (for Disabled); Adults; *Delivery Systems; *Developmental Disabilities; Elementary Secondary Education; Financial Support; Philanthropic Foundations; Services

ABSTRACT

The booklet describes projects funded under a 3-year grant from the McKnight Foundation to the Developmental Disabilities Program of the Minnesota State Planning Agency. Three areas are addressed by the projects: (1) training for staff and boards of facilities serving persons who are developmentally disabled; (2) projects to resolve or mitigate existing problems in service delivery; and (3) projects to increase physical accessibility of day service facilities. Project information includes the name and funding levels, contact person identification and address, and a short summary. Among projects described are those involving integration of developmentally disabled senior citizens, services to criminal offenders with developmental disabilities, and foster care for developmentally disabled adults. (CL)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

U.S. DEPARTMENT OF EDUCATION
NATIONAL INSTITUTE OF EDUCATION
EDUCATIONAL RESOURCES INFORMATION
CENTER (ERIC)

☑ This document has been reproduced as received from the person or organization originating it.

☐ Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official NIE position or policy.

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

Roger O. Strand

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

EC181729

INTRODUCTION

The purpose of this publication is to disseminate information on projects funded under a grant from the McKnight Foundation to the Developmental Disabilities (DD) Program of the State Planning Agency. In December, 1981, the McKnight Foundation made a grant of $300,000 a year renewable for up to three years. This publication summarizes the first year's McKnight program in three areas:

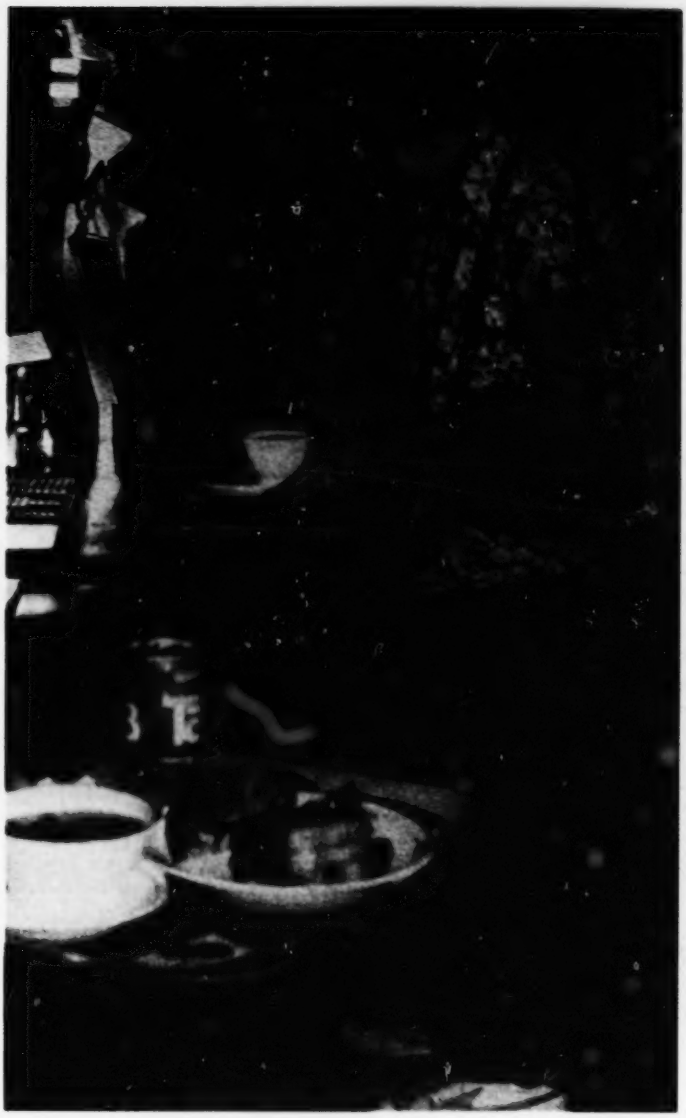
1. **Training for staff and boards of facilities serving persons who are developmentally disabled.**
2. **Projects that would resolve or mitigate existing problems in the delivery of services;**
3. **Projects that would increase the physical accessibility of facilities providing day services;**

In February, 1982, a contract was executed with the Government Training Service for development and delivery of a series of workshops on management and organizational development. A training plan was developed that involved delivering workshops in eight different content areas. Each workshop was to be delivered at eight sites over a three-year period. The length of the workshops varied from one to three days depending on the content area. The first workshops were delivered in the fall of 1982. A summary of each workshop, the delivery dates and locations, and the number of participants appears on page 10.

The Problem Solving grant program got under way when over 900 copies of a Request For Proposal (RFP) were mailed in March. Applications were due on May 28, 1982. Thirty-two applications requesting over $575,000 were received. After a committee reviewed all the applications, eight were recommended for funding. A summary of all but one appears in this report. The remaining grant was not completed in time to be included.

The Accessibility program began with dissemination of an RFP to all Developmental Achievement Centers in Minnesota. Applications were due on May 14, 1982. The initial response was small, thereby enabling all applications to be funded. The RFP was reissued and again all applications were funded. The list of grant recipients and the nature of the improvements funded appears on pages 8-9.

The following summaries are for grants funded during the first cycle—January, 1982 to June, 1983.



OLMSTED DAC, INC.

MC KNIGHT: $6,687
LOCAL MATCH: $2,229

The purpose of the grant was to integrate developmentally disabled senior citizens who could participate in and benefit from inclusion at the Rochester Senior Citizens Center. Senior citizen volunteers were recruited to accompany the developmentally disabled participants. One staff person supervised the project and worked as a trainer for volunteers.

Seven developmentally disabled people participated in this project. Four of the people attended one full day and three half days per week. The other three had a variable schedule, generally averaging one full day per week.

The first problem encountered was transportation. Scheduling group home and Developmental Achievement Center (DAC) vans was difficult, and city bus schedules didn't coincide with the program's operating hours. The final solution was the city taxi service.

Senior volunteer companions were difficult to recruit and retain. The biggest obstacle proved to be acceptance of the disabled people by other senior citizens at the center.

This project is ongoing. It is being continued under the services of the DAC. Future expansion is planned. The project is replicable.

Contact:
Mina Wilson
Olmsted County DAC
2110 East Center Street, Building 7
Rochester 55904
507-281-6116

ASSOCIATION FOR RETARDED CITIZENS — DULUTH

MC KNIGHT: $12,000
LOCAL MATCH: $4,867

This grant was designed to improve treatment provided to criminal offenders with developmental disabilities. The goal of the project was to ensure the most appropriate services be provided to the offender as expediently as possible.

There were two activities undertaken to improve services: a volunteer advocate program and direct advocacy.

The volunteer advocate program trained 30 correctional workers in formal training sessions. This segment of the program was less effective than the direct advocacy. The issues were too complex and too serious for an individual without a legal background. Volunteers functioned much more effectively monitoring services, providing emotional support, and providing follow-up after release.

Direct advocacy was used to improve the working relationships between Arrowhead corrections personnel and correctional agencies serving all offenders. Correctional, legal, and social service personnel were contacted as needed. Direct advocacy proved to be the most valuable part of the program.

One of the problems encountered by this project was that it was overly ambitious. A second problem was the one-year time period of the grant which limited the focus. Additional service has not been provided since the McKnight funding ended. Alternative funding is being sought.

Community acceptance and awareness has been increased as the project exposed the need to monitor services for developmentally disabled offenders. The monitoring of services was also a beneficial function of this project. Monitoring has helped expedite the developmentally disabled criminal offender through the judicial process.

Contact:
Executive Director
Duluth ARC
201 Ordean Building
Duluth 55802
218-726-4725

NORTHWEST REGIONAL DEVELOPMENT COMMISSION

MC KNIGHT: $15,000
LOCAL MATCH: $7,266

This program established a foster care system for developmentally disabled adults. A task force of county social workers helped establish client and provider criteria, explored legal concerns, set up a case management system, and tied in the present support systems with the adult foster home provider.

A training program for adult foster home providers was developed, as well as a rural foster care recruitment package. The recruitment materials were disseminated through classified ads, public service announcements, brochures, posters, church bulletin inserts, and radio talk shows. The training/orientation manual included a chapter on developmentally disabled adults. Three orientation sessions were held to train providers.

The task force and a consultant certified 13 homes for adult foster care. Ten of these homes are serving developmentally disabled individuals.

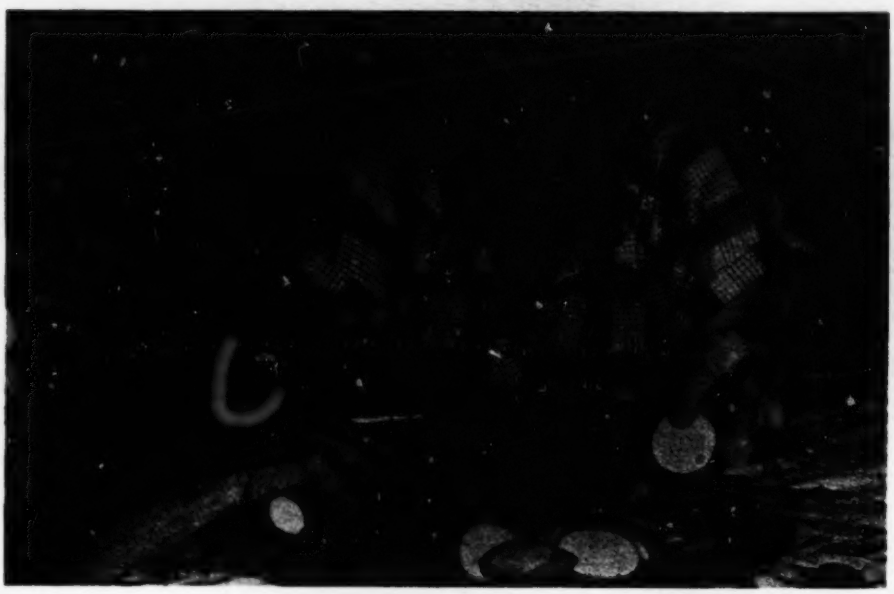
Lack of public awareness about adult foster care was an initial problem along with initial resistance on the part of health care providers. There was also a shortage of case manager's time devoted to recruitment, certification, and case management.

Public awareness was increased through various educational efforts. The consultant spoke individually with nursing home administrators and Developmental Achievement Center directors which increased their acceptance of the project.

This project is presently being expanded through funds from the Department of Human Services (formerly Public Welfare).

This project can be replicated by others.

Contact:
Northwest Regional Development Commission
425 Woodland Avenue
Crookston 56716
218-281-1396



ALTERNATIVES FOR AUTISTIC CHILDREN

MC KNIGHT: $15,000
LOCAL MATCH: $5,000

The purpose of this project was to facilitate the successful transfer of severely mentally retarded and autistic individuals from state institutions to community settings. Direct assistance was provided to secure initial and ongoing day programming services to allow adults with severe, multiple disabilities to begin and/or continue successfully in community residential placements.

Four individuals were served directly by this program. As a result of the program's success, the probability of other similarly disabled individuals being placed has greatly increased. This grant proved severe-profoundly mentally retarded and autistic individuals could be placed in community day programs if additional support were provided.

Although the project itself is no longer functioning, the "model" used is still functional. The model was presented at a Minnesota Association for Severely Handicapped (MNASH) Conference and a synopsis was published in the Community Involvement Program (CIP) newsletter.

This project could be replicated. The staff has suggestions for improvement for anyone interested in replication.

Contact:
Ms. Bette Rosse
5624 73rd Avenue North
Brooklyn Park 55429
612-540-5330

MINNESOTA DEPARTMENT OF EDUCATION

MC KNIGHT: $10,000
LOCAL MATCH: $4,239

This grant was awarded for the purpose of establishing a state level interagency task force and sponsoring training in the area of interagency collaboration for birth through three-year-old children and their families.

Five regional workshops were held to provide training in interagency collaboration. Local school district directors and supervisors, Public Health Nursing agencies, Services for Children with Handicaps, Community Social Service agencies, and private service providers attended. A total of 339 persons attended the five workshops.

Community meetings were planned at each of the workshops to allow professionals from different agencies to have a chance to meet and discuss potential interagency collaboration. Local interagency committees made presentations at each of the workshops. These presentations promoted examples of collaboration.

As a result of this project and other efforts, legislation was drafted and submitted to the 1984 session of the legislature. Unfortunately there wasn't time for the legislature to give it full consideration and it did not pass.

Contact:
Ann Bettenburg
Department of Education
Room 802 Capitol Square Building
550 Cedar Street
St. Paul 55101
612-297-3619

FRESHWATER WOODLAND

MC KNIGHT: $15,000
LOCAL MATCH: $14,223

This project was designed to address the problem of the absence of services for children (primarily birth to two years old). It also examined the problem of the current gap in case coordination and case management of existing services.

Child find procedures were reviewed at the start of the project. These findings were used to improve interagency procedures. Parent education materials were reviewed, and a parent support group was formed.

The case manager coordinated the appropriate staffing of children identified as handicapped. The coordination involved all the appropriate agencies and the parents. Specialized consultants were utilized in the areas of: physical therapy, vision, speech, and adaptive physical education.

Copies of the project findings were sent to the Long Prairie Medical Board, Region 5 Regional Development Center, and local school districts. The State Department of Education also received information.

This grant has improved the service to children. Forty-five children have been served (between birth and five years old). Two full-time and one part-time teachers are employed.

Because the grant supervisor decided to continue the project, it is ongoing.

Contact:
Mary Jo Hoffer
Freshwater Special Services Cooperative
2nd Street North
Staples 56479
218-894-2430

SERVICE INDUSTRIES, INC.

MC KNIGHT: $11,313
LOCAL MATCH: $8,687

This project established residential cleaning services in Marshall and Redwood Falls, Minnesota. These operations provide training and employment to individuals with developmental disabilities. The purchase of a cleaning franchise provided Service Industries with established operations and procedural manuals.

This ongoing project has one work crew in Redwood Falls and two in Marshall, Minnesota. These work crews average 25 jobs per week. Fourteen people are presently employed: one supervisor and thirteen clients (ten who are mentally retarded and three who are mentally ill). Four of these workers moved out of regular sheltered employment programs. This movement opened four work-funded stations to people on the waiting list.

Initially, the project training was located in Marshall. This location proved to be a problem. Relocating the training to the Redwood Falls facility made it easier to recruit crew members.

Early in the grant period, a high percentage of applicants were dropping out the program. The dropout rate was reduced through more careful screening of applicants.

Staffing costs were higher than anticipated due to one-to-one staffing needs during training. Candidates were trained in a six-week course.

The training is divided into "wet rooms" (bathrooms and kitchens) and "dry rooms" (living room, dining room, bedrooms, stairs, and hallway). Training of clients begins with a two- to three-home briefing and demonstration and then moves to actual experience in the workshop cleaning bathrooms, day rooms, and the kitchen. The final phase is to clean actual homes.

The program has increased the vocational skills of the crew members. These skills are relevant and transferable. Productivity, hours worked per week, and income have increased for crew members. Presently, three members of the project are being considered for employment in a hotel.

This program is replicable. Rochester and Owatonna are considering similar projects.

Contact:
Ms. Susan O'Connor Meyer
1317 East Bridge Street
P.O. Box 248
Redwood Falls 56283
507-637-3591

DAC ACCESSIBILITY

Developmental Achievement Center (DAC)	Location	Grant
Alpha School	Albert Lea	$ 5,920.00
Big Stone County	Clinton	483.00
Brown-Nicollet County (2)	New Ulm	6,093.00
		1,941.03
Developmental Learning Center	Eagan	15,000.00
East Range	Eveleth	2,850.00
Fillmore County	Preston	4,850.00
Le Sueur County (3)	Waterville	940.60
		2,934.00
		2,600.00
Martin County	Sherburne	3,288.42
Cedar Branch	Adams	3,391.50
Lake County	Knife River	1,196.25
Mankato Rehabilitation Center (2)	Mankato	6,566.00
		3,573.00
Merrick DAC	St. Paul	840.00
Wadena County	Sebeka	3,618.75
Grant County	Hoffman	12,527.00
Sibley County	Arlington	217.00
Clay County	Moorhead	2,700.00
Otter Tail County	Dent	7,496.00
TOTAL		**$89,025.55**

•Number of persons with developmental disabilities who are mobility impaired.

Project Summary	Persons Benefited*
Remodeling of restrooms	12
Remodeling of restrooms	3
Fixtures and grab bars in restroom, walkway, entrances	5
Ramp, remodeling of 3 restrooms	18
Automatic door openers	7
Remodeling of women's restroom, construct new men's restroom	5
Ramps, walkway, outdoor recreation area	8
Remodeling of restrooms	5
Remodeling of restroom	12
Remodeling of restroom	10
New doors, automatic door opener	12
Ramp, van access	8
Remodeling of restroom including shower and dressing area	5
Ramp, remodel to create two new accessible restrooms	13
Railing on ramp	8
Remodeling of restrooms	5
Remodeling of newly acquired building	22
	158

WORKSHOPS

During this year of the project, 17 workshops were given on four different topics in the series on Organization and Management Development. The workshops were delivered at eight different sites. In total 359 different people attended one or more workshops.

Attendees by Workshop

Personnel Administration 170
Marshall, Twin Cities, Rochester, Mankato, Chisholm, Wadena

Financial Management 83
St. Cloud, Marshall, Thief River Falls

Community Integration Strategy 172
Wadena, Marshall, Thief River Falls, Twin Cities, Hibbing

Community Relationships 99
St. Cloud, Mankato, Rochester

Personnel Administration
This workshop presented participants with the knowledge and tools necessary to implement an effective personnel system. It included such subjects as: managing human resources in the 1980s; planning human resource needs; selecting and staffing; managing employee performance; developing a wage and salary system; orientation and training; and employee relations.

Financial Management
This workshop provided the knowledge and tools necessary to establish and maintain an effective financial management system. The following subjects were included: understanding financial statements; audits; internal controls; cash flow; planning/ budgeting; and the accounting system.

Community Integration Strategy
This workshop discussed the current thinking regarding the integration of developmentally disabled persons into community life. Participants were given the opportunity to examine the philosophies of their agencies and to consider a variety of options. Included in the workshop were the following subjects: criterion of ultimate functioning; analysis of current services and desired outcomes; individual program analysis; goals of programs for community living and leisure time; problem solving strategies in community living and leisure time.

Community Relationships
This workshop enabled participants to develop strategies to enhance their public relations programs and to explore issues that affect the quality of life for their clients. It included the opportunity to examine agency rules and practices as they impact the lives of clients as well as the impact of the environment on clients.

Attendance at workshops has varied from 17-45. Participants included: staff, board members, executive directors, regional development commission staff and county case workers.

Each participant at every workshop was asked to complete a "work plan" designed to apply the material from the workshop back home on the job. To assist the participants, 38 individuals were employed to serve as Local Resource Consultants. The consultants included college professors, hospital personnel directors, accounting firms, advertising firms, doctoral students, state hospital employees, nursing home director, and a DD coordinator. Three companies volunteered the services of their personnel departments. These consultants were available to meet with participants and assist in applying material on the job.

Upon completion of the tasks identified in the work plan the participant was asked to submit a summary to GTS. This was a prerequisite to obtaining a certificate signifying completion of the course.

The following is a summary by workshop of the type of projects undertaken by the participants:

Over 6,584 hours were reported by participants in completing "on-the-job" plans. Eighteen (18) people could not provide estimates of time. The number of hours is over three years of FTE* (2,080 hours = 1 FTE).

There were 153 completed plans and 139 plans in process.

Personnel:

Update job descriptions	34
Update personnel policies	31
Performance appraisals	26
Update interview format and selection process	19
Update application forms	13
Perform job analyses	10
Prepare specific policies (sexual harassment, grievance, child care, volunteerism)	9
Other (job orientation, job standards, handbook, etc.)	10

Financial:

Improve and stabilize financial controls	26
Complete an inventory of fixed assets	21
Improve payroll procedures, salary administration, sick and vacation leave, and contractor agreements	9
Improve budgeting	6
Preparation for annual audit	6
Liability insurance coverage	3
Change to accrual accounting	2

Community Relations:

Improve public relations	19
Improve board orientation and prepare board handbook	11
Establish mission, goals, and objectives	6
Purchase, use, and train on computers	4
Update bylaws and articles of incorporation	3
Other (prepare organizational chart, clean out files)	2

Community Integration:

Increase community integration activities	30
In-service training for staff in community integration and quality of life	13
Analyze leisure activities to determine age appropriateness	10
Perform job analysis and place clients in jobs in the community	10
Assess clients for strengths and preferences	7
Improve resident rights and have residents conduct own meetings on quality of life	6
Select age appropriate activities	4
Increase family support	1

*FTE=Full Time Equivalent

16

Feedback on completed workshops continue to document that administrators are going back to their agencies and implementing the concepts and procedures discussed during the workshops. Not everyone completed every objective within the five month period, but most have indicated that they will continue to work on them.

"I really enjoyed the workshop. I felt it refreshed my feelings on age appropriateness and community integration. It also reminded me that even though we may not be able to reach the ideal, we can still shoot for it."

Community Integration Strategies

"It was a good workshop as we now provide the Board of Directors with quarterly operating statements and quarterly balance sheets. Before our reports were mainly comparative budget to actual."

Financial Management

"All of the four workshops I have attended have really helped me get this agency on the right road. We have updated our by-laws, developed new personnel policies and are currently rewriting job descriptions."

Personnel Administration

"After the workshop, I had an inservice with staff at the group home on the quality of life. Staff were very receptive and interested. I feel that our residents have had their quality of life greatly increased due to the workshop."

Community Relationships

18

Grants Administered by:
The Minnesota State Planning Agency
Tom Triplett, Director
Colleen Wieck, Ph.D., DD Program Director
Ron Kaliszewski, Grant Administrator
Kay Zwernik, Government Training Service Coordinator

For additional copies of this report or for more information about this McKnight Foundation program, please contact:

Developmental Disabilities Program
State Planning Agency
201 Capitol Square Building
550 Cedar Street
St. Paul, Minnesota 55101
612-296-4018

Graphic Design: Destiny 2, Inc., St. Paul